

SPOKANE CONSERVATION DISTRICT
4422 E 8th Ave, Spokane Valley, WA 99212
BOARD MEETING MINUTES
Tuesday, August 9, 2022

Attendees

Supervisors in person: Chair Randy James, Jerry Scheele, Tom Miller

Supervisors attending virtually: Wendy Knopp

Absent: Jaki Shrauger

Associate Supervisors: Chris Mahelona

SCD Staff: Vicki Carter, Cori Turntine, Jeff Cunningham, Jeannie Jesseph, Hilary Sepulveda, Stacey Selcho, Walt Edelen, Lindsay Chutas, Kristine Renfro, Ty Meyer, Nate Beine

Visitors: Roberta (Bobby) Wiggs, a Bridlewood Community HOA Resident

Opening of Meeting

The meeting was a hybrid of on-site and remote attendees using the Microsoft Teams app to connect the participants.

Chair James called the meeting to order at noon and led the Pledge of Allegiance.

Minutes/Treasurer's Report

Acceptance of Consent Agenda

The Consent Agenda was previously distributed. The Board accepted portions of the Consent Agenda items consisting of:

- August 9, 2022, Board Agenda
- July 12, 2022, Regular Board Meeting Minutes

Chair James announced the Executive Session will begin at 1:30 and is estimated to take five to ten minutes. The Executive Session is in accordance with RCW 42.30.110(1)(g) to review the performance of a public employee.

Treasurer Shrauger was not present to verify the amounts on the Treasurer's Report. They will be verified at the next board meeting.

Motion Scheele/Miller to accept the August Board Agenda and the July 12, 2022 Minutes portions of the Consent Agenda. Motion carried.

Turntine announced the amount of the August payables.

Motion Scheele/Miller to approve the August Payables Report for \$593,354.56. Motion carried.

New Business/Linkage to Community

Chair James introduced SCD Summer interns Kristine Renfro and Nate Beine. He also introduced Roberta (Bobby) Wiggs from the Bridlewood Community HOA.

Governance Culture

WSCC Report

WSCC Regional Manager, Mike Baden, was unable to attend the meeting.

Financial Update

Turntine announced that there were no significant changes or additions to the July financial transactions. She reviewed the budget position to compare projections with actuals. She recommended multiple adjustments to update the budget. Turntine reported that the office space lease projected revenue had been reduced by \$135,000.00, due to our tenant lease termination in the front building and the new building completion has been delayed.

The Intrinium Contribution line was expected to be \$500,000.00 at the beginning of the year, but they are no longer partners in the new building. SCD has incurred over \$150,000.00 of building costs specific to Intrinium that we will seek reimbursement. The Intrinium contribution line has been reduced to \$150,000.00. The SCD Office Loan payment has been modified to reflect the actual amount. The Capital Expense line for the new building was reduced to reflect what we have spent on the CERB loan and our match portion.

The Bio-Farming budget was adjusted to allow for the purchase of the Farmed Smart trademark. Initially, the budget reflected a fund excess of \$537,000.00. Primarily due to the loss of funding from Intrinium, the budget now reflects an excess of \$90,000.00.

Motion Miller/Scheele to approve the proposed 2022 Budget Amendment as presented. Motion carried.

Director's Report

Carter submitted a new \$50,000.00 CERB grant application. This funding will be used to do a feasibility study to determine the best uses for the Scale House. The application has made it through round one of the approval processes. She has been invited to attend the CERB meeting in September to make a formal request presentation and to give an update on our new Phase II building.

Carter has been working on a lease agreement with FreshVue for a portion of the new building. FreshVue's desired improvements will cost approximately \$500,000.00. Carter is researching the possibility of temporarily reducing the monthly lease payments to help offset these costs. Carter has requested that the CERB payments be postponed for another year because the building is still not ready for occupancy. The electrical panels for the facility are scheduled to arrive on August 18th. If the CERB payments can be delayed, there will be more options to negotiate the lease terms with FreshVue.

Carter has received a letter of intent from The Nest. They are a private preschool that is interested in leasing our front building. Carter is expecting to sign a lease agreement with them this week. The state requires the school to install a sprinkler system and have a fenced outdoor area. These improvements do not have to be completed before they move in. They want to take occupancy of the building on September 1, 2022. Carter believes they will be a great addition to our campus.

A software company has toured our new building to see if it will meet their business office needs. CAD drawings have been sent to them at their request. They are interested in leasing 5,000 sq ft.

The SCD Re-envisioning Planning Session will be next week. The morning will be spent in training. One of the items discussed will be forming a loan committee. Carter will also discuss an in-house long-range plan, including sending a survey to our neighborhood and partners regarding the use of the campus. She wants to look at the property's water and forestry resources and potential. Chair James is interested in creating functional forests. There will be a re-envisioning workshop in the afternoon to review what has been done and discuss our vision for the future. Carter would like to develop an Advisory Committee to help guide the growth of the SCD campus.

Staff Reports

Renfro found an unexpected and uncommon plant, Gumweed, on the north side of our property.

Dan Ross is back in the office doing light duty work after he was injured at the RM 17 Phase II Project.

Beine has been using a firehose to keep plants watered during this heatwave.

Selcho invited board members to visit the new gabion baskets installed on the east side of the office. Renfro creatively painted a worm tube installed in one of the exhibits. There is a pollinator watering dish on top of the tube. Her Trout in the Classroom Program has a new volunteer, Chair James, to help deliver the fish eggs and equipment to area schools.

Sepulveda is working to keep up with all of the campus improvements and posting them on social media. She has received much positive feedback on the pond improvements, gabion baskets, and pollinators. She is working on a calendar showing all of the department's activities in 2023.

Renfro built bat boxes and bird houses and is installing them strategically on the property. Chair James shared fascinating bat statistics. He would like to find a way to communicate unique traits about the trees, insects, and animals on our campus with visitors to develop an appreciation and awe of nature in our community.

Turntine shared her preparations for the upcoming Planning Session.

Wiggs shared her appreciation of the SCD for their work with Firewise and water resource advice in the Bridlewood HOA.

Chair James wants to see our website's electronic herbarium of campus plants.

Close of Meeting

Correspondence & Announcements

August 16, 2022, SCD Revisioning and Board Planning Session

September 13, 2022, SCD Board Meeting

October 20, 2022, WACD NE Area Meeting in Lincoln County

November 9-10, 2022, Farm and Food Symposium

Chair James adjourned the regular board meeting at 12:53 pm for the Executive Session in accordance with RCW 42.30.110(1)(g) to review the performance of a public employee. It was estimated to take 10 minutes. Notice was given to the public for an additional 10 minutes of the Executive Session.

The regular meeting reconvened at 1:15 pm.

Reading of the Motions

Jesseph read the motions.

Motion Scheele/Miller to accept the August Board Agenda and the July 12, 2022 Minutes portions of the Consent Agenda. Motion carried.

Motion Scheele/Miller to approve the August Payables Report for \$593,354.56. Motion carried.

Motion Miller/Scheele to approve the proposed 2022 Budget Amendment as presented. Motion carried.

Meeting adjourned at 1:20 pm.

Respectfully submitted by Jeannie Jesseph.

Randy James, Chair

Tom Miller, Vice Chair